

Courseware Collection	Solution Area	Curriculum	Series	Course Title
<b>Business Skills</b>				
	<b>BUSINESS STRATEGY and OPERATIONS</b>			
		<b>Operations Curriculum</b>		
			<b>Operations Management</b>	
				Operations Management: Forecasting and Capacity Planning
				Operations Management: Management of Quality
				Operations Management: Facilities Planning and Management
		<b>Marketing Curriculum</b>		
			<b>Marketing Essentials</b>	
				Marketing Essentials: Introduction to Marketing
				Marketing Essentials: Planning and People
				Marketing Essentials: Product and Price
				Marketing Essentials: Place
				Marketing Essentials: Promotion
				Marketing Essentials: Marketing and Ethics
	<b>PROFESSIONAL EFFECTIVENESS</b>			
		<b>Personal Development Curriculum</b>		
			<b>Critical Thinking Essentials</b>	
				Critical Thinking Essentials: What Is Critical Thinking?
				Critical Thinking Essentials: Applying Critical Thinking Skills
	<b>SALES and CUSTOMER FACING SKILLS</b>			
		<b>Industry Foundations</b>		
			<b>Industry Overviews</b>	
				The Capital Markets Industry Overview: Version 1
				The Consumer Electronics Industry Overview: Version 1
				The Aerospace & Defense Industry Overview: Version 1
				The Biotechnology Industry Overview: Version 1
				The Food and Beverage Industry Overview: Version 3
<b>Desktop Skills</b>				
	<b>DESKTOP COMPUTER SKILLS</b>			
		<b>Microsoft Office 2010</b>		
			<b>Microsoft Office 2010: Advanced Excel</b>	
				Automating Excel Tasks using Macros
				Analyzing Data with What-if Analysis

				PivotTables and PivotCharts in Excel 2010
				PivotTable Filters, Calculations, and PowerPivot
			<b>Microsoft Office 2010: Advanced Outlook</b>	
				Customizing Outlook 2010 and Managing Accounts
				Data Files, Archiving, and Send/Receive Groups in Outlook 2010
				Implementing Security with Outlook 2010
				Accessing Exchange Remotely and Using Forms in Outlook 2010
			<b>Microsoft Office 2010: Beginning PowerPoint</b>	
				Getting Started with PowerPoint 2010
				Visually Enhancing PowerPoint 2010 Presentations
				Adding Images to Presentations in PowerPoint 2010
				Using Multimedia and Animations in PowerPoint 2010
		<b>SAP</b>		
			<b>SAP Business Suite 7 for End Users</b>	
				SAP Customer Relationship Management (CRM)
				SAP Supplier Relationship Management
<b>IT Professional</b>				
	<b>SOFTWARE DEVELOPMENT</b>			
		<b>Test Preps</b>		
			<b>Test Preps</b>	
				TestPrep 70-515 VB - TS: Web Applications Development with .NET 4
	<b>OPERATING SYSTEMS AND SERVER TECHNOLOGIES</b>			
		<b>Microsoft SharePoint Server 2010</b>		
			<b>Microsoft SharePoint Server 2010: Configuring</b>	
				Installing and Configuring Microsoft SharePoint 2010
				Core Configuration for SharePoint 2010
				Configuring Web Applications for SharePoint 2010
				SharePoint Authentication and Web Application Security Configuration
				Configuring SharePoint 2010 Site Collections
		<b>Microsoft Windows 7</b>		
			<b>Microsoft Windows 7: Enterprise Desktop Support Technician</b>	
				Resolving Windows 7 Network Connectivity Issues
				Troubleshooting IE8 and Encryption Issues in Windows 7
		<b>Test Preps</b>		
			<b>Test Preps</b>	
				TestPrep 70-640 TS: Windows Server 2008 Active Directory, Configuring
				TestPrep 70-642 TS: Windows Server 2008 Network Infrastructure, Configuring

				TestPrep 70-643 TS: Windows Server 2008 Applications Infrastructure, Configuring
	<b>ENTERPRISE RESOURCE PLANNING SYSTEMS</b>			
		<b>SAP</b>		
			<b>SAP Business Suite 7 for End Users</b>	
				SAP Customer Relationship Management (CRM)
				SAP Supplier Relationship Management
<b>Environmental, Safety &amp; Health and Transportation Courseware</b>				
	<b>Environmental, Safety &amp; Health and Transportation Courseware</b>			
		<b>Environmental, Safety &amp; Health, and Transportation</b>		
			<b>Safety and Health</b>	
				Asbestos
				Forklift Safety Awareness
				Hazardous Materials in the Workplace
				Hazardous Waste Generator (RCRA)
				Heat Stress Recognition and Prevention